

Belvidere Township Park District  
Board Meeting  
March 23, 2021

Minutes

The Belvidere Township Park District Board of Commissioners Board Meeting was called to order at 5:02 p.m. Roll Call was taken. Those present were Paul McCaffrey, Mary Marquardt, and Jean Twyning. Sam An arrived at 5:03 p.m. and Mark Muccianti arrived at 5:16 p.m. Also present were Mark Pentecost, Todd Bex, Rick Wulbecker, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Mary Marquardt made a motion to approve the March 23, 2021 meeting agenda. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Mary Marquardt made a motion to approve the March 9, 2021 meeting minutes, seconded by Paul McCaffrey. A voice vote was taken. Sam An and Paul McCaffrey abstained. Mary Marquardt and Jean Twyning voted yes. Motion failed.

Mary Marquardt made a motion to approve the March 9, 2021 meeting minutes, seconded by Paul McCaffrey. Mary Marquardt, Paul McCaffrey and Jean Twyning voted yes. Sam An abstained. Motion carried.

Board Correspondence

Mark Pentecost informed the board that Bill Grady had passed away at the age of 97. The William Grady Pool was named after his father.

Public Input

There was no one present for public input.

Director's Report

Mark Pentecost reached out to Julie Bliss, the County Recorder, because he has not heard anything for the levy confirmations. She indicated that because the election, everything has been moved back about 3 weeks. He did receive confirmation that they have both of our levy filings.

Rick Wulbecker and Mark have been working on a program to provide a new option for individuals to operate their recreational services in our facilities. This would be on a rental basis with guaranteed revenue. Currently we have two programs that fall into this area including Dance and Tae Kwon Do.

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### Letter of Understanding Between the Cemetery Association and Belvidere Park District

Mary Marquardt made a motion to remove the Letter of Understanding Between the Cemetery Association and Belvidere Park District from the table, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

The City of Belvidere Department of Public Works provided a letter for clarification stating the new administration building at the Belvidere Cemetery will have their own metered water and sanitary sewer.

Paul McCaffrey made a motion to approve the Letter of Understanding between the Belvidere Cemetery Association and the Belvidere Park District for connection to water and sewer services, seconded by Mary Marquardt. A voice vote was taken with all voting yes. Motion carried.

### Discussion on Virtual Participation at Board Meetings by Commissioners

Mark Pentecost wanted to have a discussion of virtual participation at board meetings. With the Governors Executive Order in March 2020, the Open Meetings Act was relaxed to allow for virtual governance during the pandemic.

During normal times, the Board could adopt an ordinance that allows for virtual attendance, but the law does still restrict some of the purposes for why you would allow it. The general rule is that the ordinance would allow it because of certain responsibilities that would keep someone from attending in person, but not out of convenience (such as vacation).

### 2021 Declaration for the Disposal of Capital Surplus Items

Todd Bex commented that vehicles and equipment are typically declared surplus if they are 10 years old or 100,000 miles. The list included 2 vehicles, a Skid Steer, a Gator, golf cart, trailer, lawn mower, Brush hog mower attachment and a pool slide. Paul McCaffrey asked when the Special Rec bus was scheduled for replacement. That will be replaced in 2022.

Jean Twyning made a motion to approve the 2021 surplus items for disposal or trade, seconded by Mary Marquardt. A voice vote was taken with all voting yes. Motion carried.

### Purchase of 2021 Ram 1500 Classic Regular Cab Truck

Todd Bex provided the board with supporting documents for the cost and purchase of a new 2021 Ram 1500 Classic Regular Cab 2 WD Pickup Truck with an 8-foot bed.

The truck will be purchased through the State of Illinois Joint Procurement Program which allows local governmental agencies to get the best pricing available. Once we have received the new truck, the 2003 F250 Ford will be added to the surplus list for 2021.

Mary Marquardt made a motion to approve the purchase of one 2021 Ram 1500 regular cab pickup truck for the purchase price of \$27,896.00, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

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## Report on Fundraising Activities

Staff put together a report accounting for all fundraising efforts that the district has engaged in since 2008. Mark separated the report into 2 areas: 1) general fundraising events and 2) special recreation fundraising, since they have been the large majority of fundraising over the past 12 years.

### General Fundraising/Donations:

- Ice Hog Ticket Sales: To support the Youth Hockey Program
- Baltic Mill Gala and Harvest Fest: To support the Riverfront Development/Baltic Mill Development
- Butter Braid Fundraiser: Purchase of Preschool computers and general supplies
- Bench Dedication: 110% funded by the purchaser and supported by the district for installation and upkeep
- Tree Dedication: 110% funded by the purchaser and supported by the district for installation and upkeep
- Ice Hog Scholarship: From 2016-2018 the district received \$1300.00 in scholarship money which was used towards purchasing 5 children their own equipment and registration fees
- Noon Rotary Donation: \$20,000 towards the purchase of the Bloom Playground Zip-line
- AJ Johnson Donation: \$236,000 towards the construction of the AJ Johnson Pavilion located at Doty Park.

### Special Recreation Fundraising

- Hug an Athlete 5K: To raise funds for the Special Olympics Sports programs to use towards participation, uniforms, equipment, programming, and the banquet
- Bowling fundraiser: A specific event to raise funds for the Gregory's Gift Scholarship
- Craft & Vendor Fair: To support the Special Recreation Facility and provide awareness of the programs and services offered at the facility and through the district
- Duck Derby: Participants sell ducks for \$5.00 each and \$2.50 goes to the participants household to use for program participation
- Script Fundraising: Gift cards were sold, and participants would receive a percentage that would be applied to their household to use towards an activity of choice

### Special Recreation Donations:

- Prairie Riders Snowmobile, Belvidere Noon Rotary & St. James Women's Council would donate \$100-\$150 each year for a participant in need
- Boone County's Got Talent: Rotary members raised funds to give to New Horizons \$5000 was set aside to start a scholarship fund for New Horizons participants
- Senator Dave Severson: Donated \$500 of his own funds to add to a grant given to Special Recreation to purchase new camping equipment
- Knight of Columbus: \$1500 annually for the Camp Horizon summer day camp program. This donation is specifically used towards the operating expenses related to the program per the KofC and their guidelines.
- Belvidere HS Interact Club, NB Upper Elementary Activity Fund, McCaffrey Donation and Seth Whitman Elementary School all donated to the Special Recreation district with a specific purpose in mind. The McCaffrey donation of \$4,000 went towards warm-ups.

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The last page of the report was broken into three areas: 1) provided the board with the total funds donated/raised for scholarships and the amount of scholarships that were given and the fund balance from 2008-2019, 2) Funds raised for programs/projects/participants with the total revenue and expenses and 3) how fundraising money was spent.

April 13, 2021 Meeting Agenda

The purchase of a Case Skid Steer will be on the next meeting agenda for approval.

Executive Session

At 6:28 p.m. Jean Twyning made a motion to go into closed session, seconded by Paul McCaffrey. Jean Twyning withdrew her motion and Paul McCaffrey withdrew his second.

At 6:28 p.m. Jean Twyning made a motion to go into Executive Session under Section 2(C)(21) of the Open Meetings Act for the discussion of minutes of prior meetings lawfully closed under the Open Meetings act, for purpose of review, approval, or release of such minutes, seconded by Mary Marquardt. A voice vote was taken with all voting yes. Motion carried.

At 7:45 p.m. regular session reconvened. Roll call was taken. Those present were Jean Twyning, Mary Marquardt, Sam An, Paul McCaffrey and Mark Muccianti.

Motion was made by Paul McCaffrey for Mark Muccianti to contact the Park District attorney Mike Scheurich to discuss concerns presented in executive session with provided notes and request a written reply from the attorney regarding Commissioner McCaffrey's concerns. Sam An seconded the motion.

Roll call was performed and Paul McCaffrey, Sam An and Mark Muccianti voting "yes" and Jean Twyning and Mary Marquardt voting "no". Motion passed with a 3-2 vote.

Open session was adjourned.

The meeting adjourned at 7:45 p.m.

Submitted by:  
Debbie Kent  
Mark Muccianti